

Mitigation Specialist

NOLA Investigates, a New Orleans firm specializing in capital defense investigation, seeks an experienced mitigation specialist who shares a commitment to social justice and equitable representation of all clients. This individual will work with attorneys, experts, investigators, and other team members to develop case theories and assist in the representation of the client.

Qualified candidates will have **a minimum of 2-4 years of work experience** in the field with the following:

- interviewing people of different cultural, geographic, and socio-economic backgrounds
- interviewing and developing a rapport with clients
- identifying and investigating signs and symptoms of medical, neuropsychological, cognitive and mental health conditions
- identifying and locating life history records, and analyzing and integrating those records into a chronology
- drafting a bio-psycho-social history based on records and witness interviews
- coordinating documents, experts, and witnesses in preparation for court proceedings
- communicating with attorneys, experts, investigators and other team members on needs of the case investigation

Other required skills are proficiency in Microsoft Office, a professional demeanor, and the interpersonal skills necessary to work effectively in a team environment. It is desirable to have experience with CaseMap or a similar document management software. Salary commensurate with experience (range 34k- 42k); excellent benefits package. Travel is necessary; candidates must have reliable transportation for local travel and a valid driver's license. References and a background check are required. We are committed to having a diverse office environment and we are an Equal Opportunity Employer. **Please email a cover letter and resumes to kateb@nolainvestigates.com.**